



**MEMORANDUM FOR THE RECORD**

**22 October 1956**

**SUBJECT: Steering Committee Meeting**

1. A meeting was held in the DCI's conference room on 19 October 1956. Present were:

Mr. Allen W. Dulles, Director  
Mr. H. Gates Lloyd, Acting DD/S, Chm. Steering Comm.  
Mr. [redacted] Acting DD/P  
Mr. Robert Amory, DD/I  
Mr. Lawrence Houston, General Counsel  
Mr. Lyman Kirkpatrick, I. G.  
Mr. [redacted] DD/S Liaison Officer  
Mr. [redacted] /P Liaison Officer  
Mr. [redacted] D/I Liaison Officer  
Mr. [redacted] DCI Liaison Officer  
Mr. [redacted] Director of Logistics  
Mr. [redacted] Chief, Building Planning Staff  
Mr. [redacted]  
Mr. Fred King, Harrison & Abramovitz  
Mr. Thaddeus Crapster, Harrison & Abramovitz  
Mr. L. L. Hunter, Public Buildings Service

2. Mr. Crapster, architect-engineer representative, gave a general explanation of the planning features of the plan which had been developed, i.e., three major components, barriers, entrances, circulation features and cafeteria. I explained positioning of the Agency components and made stress of the fact that these diagrams were for locations only and were not intended to indicate the true shapes and areas which might be attained in the final plans. Mr. [redacted] discussed the arrangements whereby DD/P visitors could best be handled with the DD/P office located as shown on the third floor.



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3. This was followed by a lengthy discussion on the location of snack bar concessions space in the building and methods which would be explored to assure the location of certain other concession facilities on the site. The General Counsel was instructed to make such an investigation and to make recommendations to the Steering Committee in the near future.

4. Messrs. King and Crapster indicated their concern should any additional space be required for concessions in excess of that included in the preliminary diagrammatic sketches. It was made clear that to accomplish this construction would require a very austere treatment and this position was concurred in by Mr. L. L. Hunter of Public Buildings Service. It was explained that if space were provided in the building for concessions without additional appropriation that the Agency's assignable space would be reduced in like amount.

5. Approval was given the architect-engineer for the development of the diagrammatic drawings in accordance with the preliminary plans reviewed at this meeting.

/s/

Secretary, Steering Committee

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OL/BPS: [redacted] :mec (22 October 1956)